



STATE OF WASHINGTON

**OFFICE OF FINANCIAL MANAGEMENT**

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October 31, 2005

**TO:** Agency Budget Officers

**FROM:** Pam Davidson, Senior Budget Assistant  
Budget Division

**SUBJECT: REPORT ON SAVINGS INCENTIVE ACCOUNT EXPENDITURES IN FISCAL YEAR 2005**

As we do each year after the Phase 2 accounting close, OFM is requesting that agencies with Savings Incentive allocations report how they used those allocations that were spent. For those agencies that had Savings Incentive allocations but did not spend anything in FY 2005, we are requesting that you report back to us as to how the existence of the Savings Incentive Program affected your agency's year-end spending patterns. We will use this information to prepare the required annual report to the Legislature regarding agencies' use of the Savings Incentive Account (SIA) allocations.

The SIA was created in 1997 to encourage efficient use of state funds by allowing agencies to use eligible portions of each fiscal year's unspent General Fund (GF-S) appropriation to improve services to their customers. This annual report, required by Chapter 261, Laws of 1997, identifies how Savings Incentive Account funds were spent and how the implementation of the Savings Incentive Program affected year-end spending patterns. Because accounting data does not provide sufficient detail on the exact nature of SIA expenditures, we need agency assistance for these explanations.

Included with this e-mail message is a Word file that shows the dollar amount that was spent by your agency in Fiscal Year 2005, as of OFM Phase 2 accounting close, and a SIA form in Word that will provide the information necessary to compile a statewide report.

**For agencies that have spent SIA funds in Fiscal Year 2005 (see list below):**

**Please complete the entire form and email the completed word processing document to Linda Hamilton at [linda.hamilton@ofm.wa.gov](mailto:linda.hamilton@ofm.wa.gov) by Thursday, November 10, 2005.** Although we would prefer this information be returned in file form (either Word or WordPerfect), you can transmit a paper document if that is the most practical option you have. Please contact Linda Hamilton at 902-0526 if you have difficulty accessing the file.

**Agencies that spent SIA in FY 2005:** House of Representatives, Senate, Joint Legislative Audit and Review Committee, Joint Legislative Systems Committee, Statute Law Committee, Supreme Court., Court of Appeals, Office of Public Defense, Office of the Governor, Office of the Secretary of State, Office of Financial Management, Human Rights Commission, Department of Revenue, Board of Tax Appeals, Department of General Administration, Liquor Control Board, Military Department, Indeterminate Sentence Review Board, Department of Health, Department of Corrections, Sentencing Guidelines Commission, Superintendent of Public Instruction, State School for the Blind, Central Washington University, Western Washington University, Eastern Washington State Historical Society, Department of Ecology, Department of Agriculture, and Community/Technical College System

**For all other agencies that received General Fund-State appropriations in Fiscal Year 2005:**

Please use the same form and transmittal method as described above, but respond only to the last question concerning any changes in your end-of-fiscal period spending patterns.

**All other agencies that received General Fund-State appropriations in FY 2005:**

House of Representatives, Senate, Joint Legislative, Audit, and Review Committee, Legislative Evaluation and Accountability Program Commission, Joint Legislative Systems Committee, Statute Law Committee, Supreme Court, State Law Library, Court of Appeals, Commission On Judicial Conduct, Administrative Office of the Courts, Office of Public Defense, Office of the Governor, Office of Lieutenant Governor, Public Disclosure Commission, Office of the Secretary of State, Governor's Office of Indian Affairs, Commission on Asian Pacific American Affairs, Office of State Auditor, Commission on Salaries Elected Officials, Office of Attorney General, Caseload Forecast Council, Community, Trade and Economic Development, Economic & Revenue Forecast Council, Office of Financial Management, Department of Personnel, Commission On Hispanic Affairs, Commission on African-American Affairs, Human Rights Commission, Department of Revenue, Board of Tax Appeals, Department of General Administration, Department of Information Services, Liquor Control Board, Washington State Patrol, Department of Labor and Industries, Department of Licensing, Military Department, Indeterminate Sentence Review Board, Public Employment Relations Commission, Department of Social and Health Services, Home Care Quality Authority, Department of Health, Department of Veterans Affairs, Department of Corrections, Department of Services for the Blind, Sentencing Guidelines Commission, Higher Education Coordinating Board, Superintendent of Public Instruction, State School for the Blind, State School for the Deaf, Work Force Training and Education Coordinating Board, University of Washington, Washington State University, Eastern Washington University, Central Washington University, The Evergreen State College, Spokane Intercollegiate Research and Technology Institute, Western Washington University, Washington State Arts Commission, Washington State Historical Society, East Washington State Historical Society, Columbia River Gorge Commission, Department of Ecology, State Parks and Recreation Commission, Interagency Commission for Outdoor Recreation, Environmental Hearings Office, State Conservation Commission, Growth Management Hearings Board, Department of Fish and Wildlife, Department of Natural Resources, Department of Agriculture, Community/Technical College System

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Office of Financial Management**

# Fiscal Year 2005 Savings Incentives Account: Estimates and Actuals by Agency

(Includes Unanticipated Estimates and Allocations)  
Operating and Capital

Operating and Capital				10/31/2005
Agency	Estimates	Actuals	Variance	Percent Variance
290 Savings Incentive Account-Non-Appropriated				
011 House of Representatives	1,000,846	592,779	408,067	40.77 %
012 Senate	960,934	1,059,449	(98,515)	(10.25)%
014 Joint Leg. Audit & Review Committee	69,550	39,772	29,778	42.82 %
038 Joint Legislative Systems Committee	155,524	155,524		
040 Statute Law Committee	105,199	127,869	(22,669)	(21.55)%
045 Supreme Court	40,000	31,540	8,460	21.15 %
048 Court of Appeals	5,000	5,873	(873)	(17.45)%
050 Commission On Judicial Conduct	25,000		25,000	100.00 %
056 Office of Public Defense	19,359	19,359		
075 Office of the Governor	100,488	53,490	46,998	46.77 %
085 Office of the Secretary of State	226,400	395,372	(168,972)	(74.63)%
105 Office of Financial Management	237,877	293,792	(55,915)	(23.51)%
120 Human Rights Commission		20,346	(20,346)	N/A
140 Department of Revenue	1,031,000	788,267	242,733	23.54 %
142 Board of Tax Appeals	20,000	4,879	15,121	75.61 %
150 Dept of General Administration	82,898	87,722	(4,824)	(5.82)%
195 Liquor Control Board		2,759	(2,759)	N/A
245 Military Department	94,205	5,608	88,597	94.05 %
250 Indeterminate Sentence Review Board	15,000	2,420	12,580	83.86 %
303 Department of Health	150,754	175,329	(24,575)	(16.30)%
310 Department of Corrections	1,809,000	1,590,797	218,203	12.06 %
325 Sentencing Guidelines Commission	50,000	30,000	20,000	40.00 %
350 Supt of Public Instruction	408,535	647,659	(239,124)	(58.53)%
351 State School for the Blind	8,222	7,832	390	4.75 %
354 Work Force Train & Educ Coord Board	20,000		20,000	100.00 %
375 Central Washington University	91,219	72,891	18,328	20.09 %
380 Western Washington University	67,827	67,827	0	0.00 %
395 East Wash State Historical Society	760	760		
461 Department of Ecology	253,356	89,794	163,562	64.56 %
495 Department of Agriculture	26,000	20,614	5,386	20.72 %
699 Community/Technical College System	113,822	92,756	21,066	18.51 %
Fund 290 Savings Incentive Account Total	7,143,775	6,483,079	660,696	9.25 %